

**Work Session Meeting Minutes
September 20, 2016**

A work session of the Hulmeville Borough Council was held on the above date at the Borough Hall, 321 Main Street.

Councilmembers Present: Thomas Wheeler, President, Debbie Mahon, Vice President, Judy Coleman, Mallory Menta, Dan Mandolesi, and Dale Walton Jr.

Councilmember's Absent: Mayor Harris and Nick Lodise.

Other's in Attendance: Fire Marshal Bill Wheeler, Solicitor Robert DeBias, and Secretary Dorothy Omietanski

Guests in Attendance: none

Call to Order: Mr. Wheeler called the meeting to order at 7:38 pm; all those present joined in the Pledge of Allegiance.

Updates from Mr. Wheeler:

- Law Suit – The lawyer contacted Mr. Wheeler and informed him that Hulmeville Borough is no longer named in the sledding hill accident law suit.
- Line Painting – Penndel Borough voted last night to have someone come down to the borough to paint crosswalk lines. Council needs to purchase the paint.

Motion made by Mr. Mandolesi seconded by Mr. Walton to authorize Mr. Wheeler to purchase paint for the borough for crosswalks.

An Amendment needed to be made to the Motion.

Motion made by Mr. Mandolesi seconded by Mr. Walton to authorize Mr. Wheeler to purchase paint for the borough for crosswalks. Cost of paint not to exceed \$500; Motion passed with all in favor 6-0-0.

- Mario – Mario contacted Mr. Wheeler to ask if there was money in the budget currently that would allow him to proceed with plotting the storm drains. It is planned for the beginning of the year, but if Mario could get started now he would like to. Ms. Coleman confirmed that we do have money in the budget that would allow him to get started. Hulmeville is responsible to map the borough and send the information to FEMA. Mr. Wheeler also found out that street cleaning will not count for credit, unless you clean all streets 25 times in a year.

Motion made by Mr. Mandolesi seconded by Mr. Walton to allow Mario to start plotting the storm drains. The cost for this year cannot exceed \$2,000; Motion passed with all in favor 6-0-0.

- Ernie Sammler – Mr. Wheeler wanted to inform council that one of our longtime residents passed away, Ernie Sammler.

Solicitor Report:

- Sale of Police Car – The police car bids are due at the October meeting. So far Mr. Wheeler has received two calls, one from Chicago, and 1 from New York.
- Disorderly Tenant Ordinance – Mayor Harris obtained the disorderly tenant ordinance that Bristol Borough has enacted. The ordinance will trigger a penalty if 3 calls are made to police in a 6 months' time frame. Mr. Mandolesi suggested that anyone renting property be required to get a license, so that the property is registered. Mr. Mandolesi is required to do

this for his property in Bristol Borough. He also said there should be a fine for renting without a license. Again, Mr. DeBias wanted to remind council you need to view the inside of the rental unit in order to prove that violations are occurring, and if they will not let you in, then you need to request a search warrant, which is difficult to get in that the borough would have to establish probable cause for the issuance of the warrant. Boarding houses are prohibited in Hulmeville, but you need to prove that it is a boarding house, and that is the challenge. Mr. DeBias also pointed out that landlords are not accountable for tenant's actions. Ms. Menta asked if a petition would help in court. Mr. DeBias said, no it would not help. Mr. DeBias suggested that council put the ordinance discussion on the docket for the beginning of the year.

- Email Policy - Fire Marshal Wheeler distributed employee internet, and electronic mail policy to all council, police, and water authority. He also explained to council how to use the pa.gov email system, and distributed everyone their passwords. Everyone is responsible to sign a contract. From this time forward all borough communications must be done through the pa.gov email accounts.

Motion made by Mr. Mandolesi seconded by Mr. Walton to enact the new email policies distributed to council; Motion passed with all in favor 6-0-0.

- Penndel Police – Penndel council voted to keep their police department, and a new contract was signed. The RDA grant that they received for a new police station must be spent on what they originally requested the grant for, and nothing else. The borough also has a limited time to have the work completed, and can only receive a 3 month extension if most of the work is done.

Mayor: No report.

Budget:

- Ms. Coleman and council went line by line through the budget.
- Budget Increases - The largest increases in the budget are coming from NPEDS, storm water management and Police.
- Tax Collector - Ms. Coleman pointed out that the tax collectors salary does not change until 2018; however the salary needs to be discussed and established by February of 2017. The salary needs to be established in the beginning of the year, and will not change for 4 years starting in 2018.
- Police - The police have requested a body camera, and Ms. Coleman expressed some concern with this item. Ms. Coleman has read a few articles highlighting the hidden costs with having body cameras. Ms. Coleman is concerned that the hidden costs would not be accounted for in the budget, which would not allow the police to use the cameras. Mayor Harris said he would look into how long the body camera information needs to be stored or retained. Chief Juno needs to investigate what costs are involved in have body cameras. This information would need to be gathered within the month if it is to be considered for 2017's budget. The police also requested bullet proof vests. There is currently a vest grant program that council would like to see the police utilize. According to Mr. Walton, Chief Juno has had no luck with getting anyone from the grant program to return his calls. The officers currently have vests, so council would like to continue to try for the grant instead of placing it in the budget. Ms. Mallory said she would try to investigate it further. The police also requested two bicycles be purchased, however Mr. Wheeler said this would not be a good purchase for the borough. Police, who ride bikes, ride in pairs, and our police never have more than one person on duty at a time. The police committee needs to stress to the police department that requests for RDA must be made in June not September, so that they may be discussed and appropriate documentation obtained.

- Life Insurance - The budget line for life insurance for the police department has been removed from the budget. Council over the years has tried to get a policy, however no one would write one due to the fact that our police are all part-time.
- Storm Water Management - Storm water management may need to become an authority, or merged into the water authority. Currently it requires 10 hours of work per week, and the salary should be around \$20/hour. Mr. Walton asked if some of Ms. Mahon's tasks could be shifted to Ms. Juno and Ms. Omietanski, which Ms. Mahon said is already occurring. Another idea is to hire a storm water manager who is currently working for another township to work for us part-time. Ms. Mahon reminded council in 2018 house inspections of the entire borough will be required and that council will need to hire someone full time for roughly \$41,000. Ms. Mahon believes that the earned income tax needs to be collected to pay for this, or storm water management needs to become its own authority. Council all agreed that \$10,000 needs to be added to the 2017 budget for storm water, and that further discussion needs to take place regarding 2018. It may be helpful to see what other townships are planning regarding storm water management. Also, if taxes need to be increased to cover the cost, the decision needs to be made early, so that the residents have enough warning.
- Software – Bill and Tom Wheeler saw a demo on a software package that traces everything you do in the borough. It would track zoning, permitting, street lights, rental inspections etc. It looks like a great program, and the company would enter all forms the borough utilizes. The startup cost is \$8,000 to \$10,000 then it would cost \$2,500 per year after that.
- In order to balance the budget council agreed that it would be reasonable to increase amusement tax revenue by \$1,000 and real-estate tax by \$1,500.
- The budget will be ready for advertisement in November.

Old Business:

- The Courier Times had an article regarding medical marijuana and the licensing of it. The licenses are very expensive. It will work similar to liquor licenses.
- Mr. Mandolesi found a grant program from Coca Cola for free recycle bins, and wanted to know if council would like him to proceed with the request. After the recent trash bombs in NJ Mr. Walton is very opposed to having any permanent trash bins placed in the community. Ms. Omietanski said it would be great to have a recycle bin to utilize at borough hall since most of our trash is paper. He will only accept them if they are 100% free.
- NIMS - Fire Marshal Bill Wheeler reminded council that all elected officials required to have NIMS training. They can receive this training on line, where you need to complete a 6 hour course, or you can attend a 2 hour class. He is looking into organizing a 2 hour class with FEMA, who requires at least 10 people attend. He wanted to know if council would like him to organize the class and to reach out to other municipalities. All council agreed they would prefer the class over the 6 hours computer training. He will find out the cost involved and get back to council.

There being no further official business the meeting was adjourned at 10:55 pm; motion made by Mr. Walton seconded by Ms. Mahon.

Respectfully Submitted
Dorothy Omietanski,
Hulmeville Borough Secretary